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Department of  
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# Messages From the Department of Education

August 2012

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## ACCOUNTABILITY, ASSESSMENT, CURRICULUM, AND SCHOOL IMPROVEMENT

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### A. Growth Analysis Application (now available)

We are pleased to announce that the Growth Analysis Application is now available and includes the Fall 2011 NECAP results. Please visit the following link to access the Growth Analysis Application and/or download the latest version 1.5.4. [www.education.nh.gov/growth](http://www.education.nh.gov/growth). At this point we are sending the email and providing the direct link to Districts and Schools. You are welcome to forward the link to others. We will make the application visible as a link on our DOE website in September.

As a reminder, the Growth Analysis Application allows you to view the median growth percentile for different groups (schools, districts, and subgroups). Simply put it's a model that evaluates the change in a student's achievement over at least two points in time compared to the student's "academic peers," (i.e., students with the same prior score history). The results are reported as a median student growth percentile that describes the students growth relative to their academic peers. This Application shows the median growth percentile for a group of students (e.g. School).

Contact: Mike Schwartz, (603) 271-7455, [Michael.Schwartz@doe.nh.gov](mailto:Michael.Schwartz@doe.nh.gov)

## CERTIFICATION

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### A. Alternative 4/5 New Hires

As you are hiring new educators please remember that any potential candidates seeking alternative routes to certification should have a statement of eligibility. This enables you to hire these candidates. If you hire a candidate with a statement of eligibility, you are encouraged to have the new hire begin their Alternative 4 or 5 plans immediately. There is a Guide to Alternative 4 Certification as well as an Alternative 4/5 Certification process flow chart that you might find helpful ([www.education.nh.gov/certification/documents/alt4instructions.doc](http://www.education.nh.gov/certification/documents/alt4instructions.doc)).

Contact: Karen Soule, (603) 271-4196, [Karen.Soule@doe.nh.gov](mailto:Karen.Soule@doe.nh.gov)

### B. Critical Shortage List

Superintendents will soon receive the Critical Shortage Survey via e-mail. The due date for the return of this information is August 24th. Please use August 17th as the date to collect your information. The information that we gather from these surveys is very important for developing the Critical Shortage List. Thank you for your prompt attention to this survey.

Contact: Karen Soule, (603) 271-4196, [Karen.Soule@doe.nh.gov](mailto:Karen.Soule@doe.nh.gov) or  
Nancy Jacobs, (603) 271-3453, [Nancy.Jacobs@doe.nh.gov](mailto:Nancy.Jacobs@doe.nh.gov)

### C. HQT

How do we determine the HQT status of educators?

Contact: Ginny Clifford, (603) 271-3455, [Virginia.Clifford@doe.nh.gov](mailto:Virginia.Clifford@doe.nh.gov)

**D. HQT Course and Class Assignments**

The Educator Information System (EIS) will be the source for New Hampshire's HQT data for the 2011-2012 school year. Please note that all schools must submit the assignments for all staff along with student rosters (via i4see and/or EIS). We continue to work on the 2011-2012 HQT data throughout the summer and early fall to complete the 2011-12 federal reporting.

Contact: Cyndy Currier at [ccurrier@mac.com](mailto:ccurrier@mac.com) for help and training with data submissions  
[i4see.help@doe.nh.gov](mailto:i4see.help@doe.nh.gov) for general questions.

**E. Professional Development Committee Contacts**

Please send Lisa Kaim the contact information for new Professional Development Master Plan committee chairs or the key contact person for that work in your district/SAU. You may put more than one person on the contact list if you'd like them to receive professional development updates.

Contact: Lisa Kaim, (603) 271-8049, [Lisa.Kaim@doe.nh.gov](mailto:Lisa.Kaim@doe.nh.gov)

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**DATA**

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**A. End Of Year (EOY) i4see Data Collection**

Thank you to all districts who have uploaded their end of year data and are resolving their anomalies!

The EOY (end of year) schedule remains as follows:

- August 1 – All state anomalies MUST have been resolved and District Reports confirmed so that Superintendents can “certify” the following EOY submissions: EOY Enrollment, EOY Academic and Sped Public. Superintendents should print, complete, sign and send the following reports AFTER they have certified the EOY Enrollment: “Tuition Report Receiving,” “Nonpublic 11-12 Special Education Students (A13N),” and “Nonpublic 11-12 Non-Special Education Students (A13 Other)” reports
- August 1-October 31 – The DOE will review all submissions and contact schools with questions
- November 1 – Superintendents should print, sign and submit remaining end of year reports (including Determination Sign Off)

Contact: Sandy Hyslop, (603) 271-2831, [Sandy.Hyslop@doe.nh.gov](mailto:Sandy.Hyslop@doe.nh.gov)

**B. NECAP Label Requests for Fall Testing**

- The i4see Workbench is now open for NECAP Label Requests and will close August 8th. (Although testing is for grades 3-8 and 11, please submit ALL grades 1-12 for populating Performance Plus)
- Please be sure the label requests contain the correct grade for the students being tested this Fall.

Contact: Sandy Hyslop, (603) 271-2831, [Sandy.Hyslop@doe.nh.gov](mailto:Sandy.Hyslop@doe.nh.gov)

**C. PerformancePLUS FTC-AC Listserv**

Please send your e-mail address to Lisa Kaim if you'd like to be added to the P+, Follow-the-Child Assistance Center listserv. If your e-mail address and/or district Web site url has changed, or if you work in a different district, you may have been unsubscribed from the list.

Contact: Lisa Kaim, (603) 271-3455, [Lisa.Kaim@doe.nh.gov](mailto:Lisa.Kaim@doe.nh.gov)

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**FUNDING**

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**A. School Facilities**

- a. Please submit Form A24F and any other missing documentation as soon as construction projects are complete. We cannot make the final building aid payment on any project with missing documentation.
- b. The Governor has signed the new School Building Aid law. Building aid will resume in FY 14. The Department will hold information sessions later this year. The moratorium for voting on new projects continues until June 30, 2013. School districts that vote on projects at annual meetings in March 2013 will not be eligible for building aid.
- c. The deadline for voting on new kindergarten construction projects is June 30, 2012 for those districts that have not previously received kindergarten construction aid for construction of permanent classrooms. Kindergarten construction aid is no longer available for temporary facilities.
- d. Indoor Air Quality checklists were due by June 30, 2012 from all public schools. If your school has not completed the Survey Monkey checklist, please contact Marjorie at 271-3620 immediately.

Contact: Marjorie Schoonmaker, (603) 271-3620, [Marjorie.Schoonmaker@doe.nh.gov](mailto:Marjorie.Schoonmaker@doe.nh.gov)

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**HEARINGS**

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**A. Ed 506.01 and Ed 614.05 and Ed 506.02 (Superintendent and Assistant Superintendent)**

A public hearing will be held at 11:30 a.m. August 15, 2012 in the State Board Room at the NH Department of Education, 101 Pleasant Street, Concord, NH 03301. Deadline for submission of written comments is August 28, 2012.

**B. Ed 507.04, Ed 507.46, Ed 507.47 and Ed 612.31(c),(e)&(f) (Comprehensive Agricultural, Marketing and Business Education)**

A public hearing will be held at 11:00 a.m. August 15, 2012 in the State Board Room at the NH Department of Education, 101 Pleasant Street, Concord, NH 03301. Deadline for submission of written comments is August 28, 2012.

Contact: Mary Mayo, (603) 271-3189, [Mary.Mayo@doe.nh.gov](mailto:Mary.Mayo@doe.nh.gov)

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## NH HIGH SCHOOL REDESIGN

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### A. Project Success

WMUR has done several stories on schools that have made a difference in lowering their dropout rate. They can be found on our Web site at [www.education.nh.gov/spotlight/success.htm](http://www.education.nh.gov/spotlight/success.htm).

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## SCHOOL APPROVAL STANDARDS

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**This section applies to both public and non-public schools**

- A. If you have not already done so, please inform the Office of School Approval immediately of any changes to school addresses, grade configurations, closing of schools etc. Such changes cannot be made in DOE databases or reports after September 1st.
- B. The school approval checklist for **public schools** whose approval expires June 30, 2013 will be available in the MyNHDOE system in September. The completed checklist along with fire safety and health inspection reports will be due in December.
- C. School approval packets for **private schools** whose approval expires June 30, 2013 will be mailed in September. The completed packet along with fire safety and health inspection reports will be due in February.
- D. Schools that were conditionally approved as of July 1, 2012 should submit evidence of compliance as soon as it is available. Status will be changed to approved upon receipt and verification of the documentation.

Contact: Leslie Higgins, (603) 271-3759, [Leslie.Higgins@doe.nh.gov](mailto:Leslie.Higgins@doe.nh.gov) or  
Marie Morgan, (603) 271-4125, [Marie.Morgan@doe.nh.gov](mailto:Marie.Morgan@doe.nh.gov)

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## PROFESSIONAL DEVELOPMENT

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### A. Arts Education Conference

Join the NH State Council on the Arts, October 19 & 20 in Lebanon for "Opening Minds to the Arts," the 2012 NH Fall Statewide Arts Education Conference. Activities will include keynote speakers, hands-on workshops, grant writing information, teaching artists' exhibits. A STEM (Science Technology Engineering Math) to STEAM (add the Arts & Design) panel/seminar with artists, educators, engineers and scientists. Teachers, parents, teaching artists, community arts leaders and the public are invited. The conference is sponsored by the NH State Council on the Arts, the NH Department of Education, AVA Gallery & Art Center, the Lebanon Opera House, Dartmouth College, the Arts Alliance of Northern New Hampshire plus other partners in the Upper Valley and beyond. For more details, information on keynote speakers and RFP for workshops and registration forms, visit [www.nh.gov/nharts](http://www.nh.gov/nharts), or contact Catherine O'Brian, Arts Education Coordinator, New Hampshire State Council on the Arts, [603-271-0795](tel:603-271-0795), [catherine.r.obrian@dcr.nh.gov](mailto:catherine.r.obrian@dcr.nh.gov).

## **B. Training Tools for Healthy Schools**

CDC has created Training Tools for Healthy Schools: Promoting Health and Academic Success (formerly known as the DASH Training Network, or “D-Train”), a national cadre of master trainers to provide workshops on using and implementing CDC’s school health tools. These limited, free workshops offer: a systematic way to assess and improve school health policies and programs; more information about national standards for health or physical education; help revising your current health or physical education curriculum; and help aligning schools in your state or region with CDC’s guidelines to promote healthy eating and physical activity. For more information on these workshops go to [www.cdc.gov/Features/HealthySchools](http://www.cdc.gov/Features/HealthySchools). If you/your school are interested in participating in any of the listed workshops, please contact Mary Bubnis. If we can a group of school staff together we can request a CDC-qualified trainer to design a workshop to meet our needs and come to our state.

Contact: Mary Bubnis, (603) 271 3889, [Mary.Bubnis@doe.nh.gov](mailto:Mary.Bubnis@doe.nh.gov)

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## **RESOURCES**

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### **A. ArcGIS Software**

The New Hampshire Department of Education has just signed a state-wide license agreement with Esri (Environmental Systems Research Institute) for unlimited educational and administrative use of the complete suite of ArcGIS software for K-12 public and private schools, afterschool programs, and youth groups. This is an incredible deal, as the cost of this software could be as high as \$25,000 per station for businesses and industry clients and you can have it for free (limited to educational use).

GIS is an incredibly powerful tool that allows you to display spatial information (think maps) in ways that allow you to see relationships and ask sophisticated questions. It has applications in any content area that deals with “place” and has been successfully integrated from elementary school (2nd-3rd grade) through graduate level coursework. Research has shown that geospatial technologies motivate and engage students in the learning process, promote higher order thinking skills, and increase academic achievement, including scores on high-stakes testing. Reading comprehension, in particular, has shown large increases when GIS has been integrated in the content areas. A short video on GIS can be viewed at <http://www.youtube.com/watch?v=kEaMzPo1Q7Q>.

We are looking for some people in NH who might be interested in being “early adopters.” Although we will be conducting professional development training and offering a variety of workshops starting in the fall, we’d like to get the software into the hands of interested schools, teachers, and tech administrators this summer so that the software can be installed and ready to go in your classrooms and computer labs when you return to school. In addition, you would have the opportunity to play with it and begin thinking about how you might incorporate this powerful set of tools in your curriculum or program.

Interested? To find out more about the state license agreement, how to get the software, and upcoming training opportunities, visit <http://www.nhedgis.org> or e-mail Bob Woolner, Ina Ahern, Lara Bryant, Judy Tumosa and Stan Freeda at our combined e-mail address of [nhedgispartnership@gmail.com](mailto:nhedgispartnership@gmail.com).



**B. Data to Help Use Limited Resources Effectively**

Child Trends has published fact sheets comparing the impact of many youth/adolescent health interventions, such as, Know Your Body, Planet Health, FOCUS, Family Matters, and many others. The database shows statistically significant impact on behavior problems, substance use, reproductive health, social emotional health, life skills, education, and physical health. Out of 573 programs they found 43 that had at least one significant and sizable impact. For details about each program visit [www.childtrends.org](http://www.childtrends.org) then click on the link "Improving the Lives of Adolescents and Young Adults: Out-of-School Time Programs That Have Significant Positive Impacts" under the Latest Research section. Also, on the Child Trends Web site, click on "Programs That Work – Or Don't –To Enhance Children's Development."

**C. Health and Human Services (HHS)/Substance Abuse and Mental Health Services Administration (SAMHSA) Unveils "Preventing Suicide: A Toolkit for High Schools**

The SAMHSA unveiled a new toolkit to help prevent suicide. Preventing Suicide: A Toolkit for High Schools aims at reducing the risk of suicide among high school students by providing school administrators, principals, mental health professionals, health educators, guidance counselors, nurses, student services coordinators, teachers and others guidelines for identifying teenagers at risk and resources for taking appropriate actions to provide help. The tool kit is based on years of practical experience in high school suicide prevention programs. It draws upon the elements that are easily adaptable to any high school setting. In addition, it provides high schools with useful information on the many federal, state and community programs that are available to help bolster their suicide prevention efforts. The toolkit is available at: <http://bit.ly/McCQSy>.

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**OTHER**

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**Connected Educator Month**

In a video address at the International Society for Technology in Education (ISTE) conference, Secretary of Education Arne Duncan announced that August will be "Connected Educator Month," and called upon teachers and other educational leaders to innovate through online collaboration and learning environments. Throughout August, educators will have opportunities to participate in dozens of online activities, including forums, webinars and contests, intended to develop skills and enhance learning. The event is part of OET's Connected Educators initiative, which is supporting informal, online, social and professional learning for educators by conducting research, hosting communities, and working with the education sector. The Connected Educators Web site (<http://connectededucators.org/cem>) will also offer tools and resources to help educators become more connected.

**Constitution Day Essay Contest**

In 2004, the Congress decided that "Constitution Day" should be observed in schools each year on September 17 with educational programs about the history and signing of the Constitution. To help celebrate Constitution Day, eight newspapers and the New Hampshire Supreme Court have sponsored an annual "Constitution Day Essay Contest" for grades 5-12 on a topic related to our constitutional rights as citizens. Winning essays will be published in the participating newspapers and winners will be invited, along with parents and teachers, to a special reception at the state Supreme Court and to the Mackey S. Loeb School of

Communications First Amendment Awards. For more information about the essay contest go to [www.education.nh.gov/instruction/curriculum/social\\_studies/constitutionday2010.htm](http://www.education.nh.gov/instruction/curriculum/social_studies/constitutionday2010.htm).

Contact: Kenneth Relihan, (603) 271-6151, [krelihan@ed.state.nh.us](mailto:krelihan@ed.state.nh.us)

### **Food Day – October 24th**

Food Day is a nationwide celebration and movement toward more healthy, affordable and sustainable food. The effort is backed by the American Public Health Association, the Academy of Nutrition and Dietetics, the National Sustainable Agriculture Coalition, National WIC Association, and other partners. The goals of Food Day are to raise awareness about food issues, to advocate for better food policies at the local, state, and national levels, and to strengthen and unify the food movement. Much like Earth Day, Food Day aims to stimulate events and activities on and around the date October 24 to achieve these goals and draw national attention to the issues. If your school would like to sponsor an event for food day, please go to [www.foodday.org](http://www.foodday.org).

Contact: Cheri White, (603) 271-3860, [Cheri.White@doe.nh.gov](mailto:Cheri.White@doe.nh.gov)

### **IEEE NH Section Announces Fall 2012 Pre-University Grant Program**

IEEE recognizes the importance of promoting Science, Technology, Engineering and Math (STEM) to elementary and secondary grade students as a means of fostering interest and stimulating career path choices in these areas. The IEEE NH Section supports these goals by offering Pre-University Grants in two categories: (a) awards to schools and organizations for unique STEM projects and activities and (b) awards to individual teachers for developing or implementing novel cloud computing applications in the classroom. Schools, organizations and teachers are encouraged to apply for grants in either category. This year a single application period will be open from September 1st to October 15th. Application letters should be submitted to the IEEE NH Section Pre-University Committee at: [donsherwood@ieee.org](mailto:donsherwood@ieee.org) and the IEEE NH Section Secretary at: [henway@computer.org](mailto:henway@computer.org). For more information go to [www.ieee-nh.org](http://www.ieee-nh.org).

### **Monarch Teacher Network at the Children's Museum in Dover**

Teaching and Learning with Monarch Butterflies is a two-day teacher workshop combining classroom and field experiences. It enables pre-K through grade 12 educators to teach essential skills in literacy, math, science, geography, technology, Spanish, the arts and social studies through the captivating story of monarchs. Teachers complete the workshop with all the materials they need to bring this dynamic subject into their classrooms. For more information on the 2,000 mile migration of Monarchs from Mexico through the US and into Canada, go to: [www.MonarchTeacherNetwork.org](http://www.MonarchTeacherNetwork.org). To register for the workshop, please e-mail [bhayes@eirc.org](mailto:bhayes@eirc.org) or call 856-582-7000 x 110. The workshop is for two days, August 22 & 23, 9:00 a.m.-4:00 p.m. at the Children's Museum of New Hampshire on 6 Washington Street in Dover.